



FY2014 (7/1/13 – 6/30/14) Annual Work Plan **Cowlitz Conservation District**

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Mission of the Cowlitz Conservation District

- The mission of the Cowlitz Conservation District is to protect and improve the natural resources of the District and to guide resource development and use to provide the highest quality of life for present and future citizens.

Natural Resource Priorities

- To coordinate the delivery of, and maintain the District's capacity to provide technical assistance to landowners within the district promoting sound resource management. This includes the ability to provide walk-in/call-in, field visits, and community watershed level technical assistance for planning, designing, and implementing practices that address site specific resource concerns.
 - Local priority, based upon landowner feedback during long range planning outreach, supporting agencies includes all of our local natural resource partners including Cowlitz County Noxious Weed Control Board, WSU Cooperative Extension, WDFW, WSDNR, WSDOE
- Salmon Recovery*:
 - State (Lower Columbia Salmon Recovery and Fish and Wildlife Plan), Regional / Federal (Pacific Coast Salmon Recovery & Endangered Species Act)
 - LCFRB, SRFB, NOAA-NMFS, WDFW, LCREP,
- Water Quality*: predominantly non point source pollution
 - State (WSDOE 303(d) list; Federal (EPA - Clean Water Act & USDA NRCS - State Natural Resource Concerns)
- Flood Damage Mitigation*
 - State & Federal (WSDOE & FEMA - Flood Hazard Mitigation Programs)
- Economic Viability*
- Invasive Weeds*
 - State (WSDA Noxious Weed Program)

* Landowner assistance does not fit neatly into natural resource priorities as listed above. Landowners typically request assistance to resolve their resource concerns which generally encompass most if not all of the priorities. Landowners typically are interested in being good all around stewards of the land under their care.



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Natural Resource Priority Program Area: Community Watershed Management Program

Goal(s):

Continue to develop and secure funding to maintain the District's capacity to assist watershed communities with planning and implementation on a watershed level.

Assist local watershed communities to address local natural resource issue(s) on a comprehensive basis.

Natural Resource Measurable Result Objective:

Measurable result objectives are somewhat variable amongst watershed communities. typical measurable result objectives include

Improve water quality by implementing practices designed to bring specific parameters to within state standards

Implement short term practices that will address high priority limiting factors for salmon recovery on a reach by reach basis and implement long term practices that will help sustain improvements.

Implement practices designed to address landowner identified site specific resource.

Conduct education / outreach activities community wide and individually to increased awareness of natural resources stewardship.

Assist with community based effort to manage noxious weeds emphasizing those species that spread aggressively via water.

Programmatic Measurable Result Objective: [

Long term objective: Develop and implement plans and designs with 75 percent (spatially) of the community watershed in order to realize a measurable difference in most watershed based resource concerns.

Annual measureable objective:

Assist 2 landowners with implementation, 2 landowners with site planning and design, and 2 landowners with project development/funding in each community watershed.

Funding Source(s): The principal funding sources for this program includes WSCC implementation and Governors Salmon Recovery Office.

Activities for FY2014	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
<u>Coweeman River Community Watershed Project</u>					
Continue monitoring and maintaining stream restoration projects that have been implemented in cooperation with landowners (8 landowners)	May 2014	Mgr/RT	2/10	3600	
Plan, Design, and Permit and construct three funded salmon recovery projects. (Nesbit estate, Andrews Home Place & Alberti parcels)	6/2013	Mgr/RT	20/40	20100	
Continue to identify opportunities, plan projects, and apply for project funds during the 2013/14 LCFRB funding cycles	June 2014	Mgr/RT	5/10	5025	

Collaborate with the Cowlitz County Weed Board and the St Helens Cooperative Weed Management Program to coordinate delivery of noxious weed program initially targeting Japanese Knotweed and riparian restoration in the Coweeman River Watershed	6/2017	Mgr/Rt	10/128	38538	Includes assessment; initial treatment; initial planting
<u>Mill, Abernathy, Germany Creek Community Watershed</u>					
Continue monitoring and maintaining stream restoration projects that have been implemented in cooperation with landowners (3 landowners)	May 2014	Mgr/RT	1/2	1005	
Continue to identify opportunities, plan projects, and apply for project funds during the 2013/14 LCFRB funding cycles	Ongoing	Mgr/RT	2/2	1480	
<u>Arkansas Creek Community Watershed</u>					
Implement the Kruckenberg Stream Restoration project	Oct 2013	Mgr/Rt	7/1	3590	
Design, Permit, and Implement the Richards Stream Restoration project	Oct 2013	Mgr/Rt	3/1	1690	
Assist one landowner with preparation of the stream restoration proposal through SRFB	Jan 2014	Mgr/RT	3/1	1690	
<u>Toutle River Watershed</u> Continue to increase our awareness of the actions in process in the Toutle River Watershed in order to ascertain potential role of the District in this watershed. LCFRB is proposing a Lower South Fork Toutle River project scoping process for 2013	Ongoing	Board/Mgr	1/3	475	



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Natural Resource Priority Program Area: Technical Assistance

Goal(s):

Natural Resource Measurable Result Objective: To coordinate the delivery of and maintain the District's capacity to provide technical assistance to landowners within the district promoting sound resource management.

Programmatic Measurable Result Objective: [

Maintain existing CREP Contract Sites and enroll two additional sites (~30 acres)

Provide technical assistance to 35 landowners

Assist 5 landowners with planning / design assistance

Inform community of programs and opportunities available to them

Funding Source(s): The principal funding sources for this program includes WSCC implementation and SRFB.

Activities for FY2014	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
<u>Conservation Reserve Program</u>					
Provide planning assistance to landowners with new contracts to plan and implement CREP and provide assistance to two additional landowners interested in the program by assisting with getting them enrolled in the program, conducting site inventory, preparing management plans, and implementing plans (1 additional anticipated)	6/2014	Mgr/RT/BK	2/5/1	2565	
<u>Livestock management assistance</u>					
Provide assistance to livestock operations as needed (1 anticipated at this time-pending cat 3 funding).	6/2014	Mgr/RT/BK	.5/.5/.5	515	

<u>Fish Passage Projects</u> Provide assistance to landowners and agencies to support applications for family forest fish passage project. Activities include conducting barrier assessments and generate project cost estimates. (none known at this time)	6/2014	Mgr/RT/BK	1/1/1	1030	
Utilize regional culvert inventory database and GIS application to inform forest land manager about the FFFPP program and inform agriculture and rural residential landowners about opportunities to correct fish passage through the GSRO process	6/2014	MGR/RT	1/2/2	1585	
Monitor all former FFFPP project sites for effectiveness	12/12	Mgr	1	475	
<u>General technical assistance</u> Assist walk-in/cal-in customers with technical assistance needs. Typically over 50 per year	6/2014	Mgr/RT/BK	5/10/12	8505	
Assist about five landowners with the development of plans.	6/2014	Mgr/RT/BK	10/10/5	8850	
Continue to explore opportunities to re-establish a SW (or CCD/WCD) Washington forestry position (Cat 3 pending)	6/2014				
<u>Forestry Program</u> Continue seeking funds to reinstate a full time forestry position capable of meeting cooperators needs	Ongoing	Mgr/Brd	1/1	475	
Continue providing forestry assistance to cooperators	6/2014	Mgr/For	5/113	30625	
<u>SWPE</u> Continue to participate in the ECB in support of the SW Region PE position	6/2014	Mgr/BK	1	475	
<u>Noxious Weeds</u>					
Assist the Cowlitz County Weed Control Board with development and implementation of an effective noxious weed abatement program.	6/13	Mgr/Brd	2/4	950	
Participate as warranted in the SWWA Cooperative Weed Management Area (CWMA) process	Ongoing	Mgr	2	950	
<u>Miscellaneous</u>					
Continue to represent the constituency we serve by monitoring and taking action as needed on issues relating to natural resources within the area	Ongoing	Brd/Staff	10/2	950	



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Natural Resource Priority Program Area: Information, Education, and Outreach

Goal(s):

Natural Resource Measurable Result Objective: Continue providing community service activities and promote an understanding of land use through sponsorship of forums, meetings, training sessions, participation in local natural resources oriented events, and use of local media.

Programmatic Measurable Result Objective: [

Assist ~10 landowner with stewardship forestry training

Assist 4 local school district with environmental education

Promote natural resource stewardship by providing information to the public through county fair

Assist local partners disseminate natural resource information through a wide range of local venues (earth day, kids fishing day, arbor day, parks and recreation...)

Funding Source(s): The principal funding sources for this program is WSCC implementation funds.

Activities for FY2014	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
Education/Outreach					
<u>Coached Planning Workshops</u> Partner with Department of Natural Resources and Cooperative Extension to host local workshops	6/2014	Mgr	2	950	

<u>Envirothon</u> Participate in regional Envirothon	5/2014	RT/BK	1/3	1135	
<u>Cowlitz County Fair</u> Participate in the county fair by developing and displaying an exhibit in the natural resource building. Cooperate with building exhibitors to foster a cooperative effort to manage the building and draw in fair-goers.	8/2014	Mgr/RT/BK	.5/1/5	1953	
<u>Miscellaneous Activities</u> Continue to participate when possible in local activities oriented around natural resources (e.g. earth day celebrations, classroom partnerships, and assistance to student groups for tree planting days, and annual tree sale).	6/2014	RT/BK	1/3	1135	
<u>Tree Sale</u>					
Partner with Cowlitz Farm Forestry Association to conduct an annual tree sale to support local students and adults participating in natural resource education activities	4/13	BK/Brd	5/1	1450	
<u>Wake Robin / Audubon Society Education Project</u>					
Provide technical assistance to plan, design, permit, and implement instream woody debris structures with students at the Wake Robin outdoor education center	10/13	Staff	5	1450	



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District Program Area: District Operations

Goal(s): To maintain effective and efficient operation including accounting, grant administration, personnel management, and implementation of district policies.

Programmatic Measurable Result Objective:

Proper use of public money

At least one meeting to inform the public of district activities and upcoming plans

Funding Source(s):

Activities for FY2014	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
District Operations					
Submit grant vouchers and misc. grant paperwork as required.	Monthly	Mgr/BK	4/24	8860	
Prepare business information for Board meetings/Board Meetings	Monthly	Mgr/BK	2/12	4430	
Mid Month AP/AR	Monthly	Mgr/BK	2/6	2690	
Annual Plan of Accomplishments	Monthly	Mgr/BK	1/2	1055	
Prepare Southwest Association Meeting	10/15/2013	Mgr/BK	2/2	1530	
Prepare for and conduct annual election	10/15/2013	BK	1	290	
Arrangements to participate in WACD Annual Meeting	4/15/2014	BK	1	290	
Continue to prepare and submit grant applications as needed	7/15/2013	BK	1	290	
Prepare annual plan of work/review Long Range Plan	Ongoing	Mgr/RT	2/4	2110	
	10/13-4/14	Mgr/Brd	1.5/1	713	
Submit reports as required (quarterly and semi annual reports)	Ongoing	Mgr/BK	2/1	1240	
Complete and submit annual financial report	5/1/2014	Mgr/BK	1/5	1925	
Complete internal audit / Schedule 22	3/1/2014	BK	5	1450	
Apply for WSCC Funding	5/1/2014	Mgr/BK	1/2	1055	
Manage and Maintain District Owned Land	7/12 – 6/13	Mgr/Brd	2/5	950	



FY2014 Annual Budget Cowlitz Conservation District

(Insert district budget for FY2014 (7/1/13 – 6/30/14))

Salaries and Benefits		
	District Operations	\$40,000
	Community Watershed*	\$80,000
	Technical*	\$45,000
	Education Outreach	\$10,000
Facilities		\$40,000
Vehicle		\$4,000
Equipment		\$3,500
Travel		\$5,000
Misc Goods & Services		\$5,000
ESTIMATED OPERATING BUDGET*		\$227,500
* +/- \$30,000 depending on local ability to fund a forestry position		